



TOWN OF AVON

Capital Planning Committee (Committee)

MINUTES

Date: 9/11/18 Time: 7:00Pm

Location: Town Hall

TOWN OF AVON
2018 OCT 23 A 7:52
TOWN CLERK

Members & Staff Present: Matt Doucet, Julie Burns, Star Sims, Kathy McDonald, Greg Karasinski

Members Not Present: Carl Walker

The meeting was called to order at: 7:05 PM

Meeting Motions / Actions and Summary of Discussions:

Committee welcomed Greg Enos, Town Administrator to sit in on the meeting. Mr. Enos spoke about a variety of different grants that the Capital Planning Committee (CPC) could apply for. He offered his assistance if needed.

Review of minutes from prior two meetings

Motion to make minor adjustments and then acceptable to submit to Town Hall.

Reviewed the Department's Capital Expense budget.

Motion to increase the current budget of \$10,000.00 per department to \$25,000.00 accepted.

Reviewed "Capital Expense" spreadsheet created by Kathy. In the future the spreadsheet will be sent to each department-head for a list of their needs.

Began discussion on how to establish project priorities.

Continue development of the committee's "Mission", reviewed and edited appropriately.

Next Meeting: Tuesday September 25th, 7PM Town Hall

Julie: follow up on CPC email password

Star: edit and adjust "mission statement" based on suggested revisions

Kathy: Will research CPC grants (ie "Community Impact Grant" and "Records Management Grant")

Meeting was adjourned at 8:29 PM until the next meeting on Tuesday, September 25th at 7:00pm

Respectfully submitted,

Minutes Approved by Committee on: 10/14/18
(Date)

Signatures:

Julie Burns
(Name & Title)

Chairman, _____
(committee)

Yvonne Burns
Secretary